

**PRE-BID CONFERENCE SUMMARY**  
**Project No.: F10R5200281**  
**Project Title: NetworkMaryland Fiber Path and Parole Tower Fiber**  
**Spur**  
**Date Held: June 21, 2005**

State Representatives:

**Maryland Department of Budget and Management**

Susan S. Woomer, Procurement Officer  
Jason Ross, Director for NetworkMaryland  
Denis McElligott, State Project Manager  
Joe Scher, Office of Information Technology  
Joanne Rusk, Office of Information Technology

Attendees: See attached list.

Ms. Susan Woomer, Procurement Officer for the Department of Budget and Management convened the meeting. She introduced the State representatives present and then reviewed the contents of the Invitation for Bids (IFB): Sections 1 (General Information), Section 3 (Bid Preparation & Submission) and the Bid Sheet Form (Attachment D). Emphasis was placed on having Bids delivered to the Department of Budget & Management on time, and on the mandatory requirement for a site inspection Attachment E-Site Inspection Verification Form. Mr. Ross reviewed Section 2 (Description of Required Services and Deliverables) and any attachments referenced in Section 2.

The floor was then opened for questions. Ms. Woomer requested that any questions be put in writing and sent by E-mail, for consideration by the State in addition to any further questions. A brief discussion regarding form, format and general questions followed. The meeting adjourned at approximately 11:10 p.m. A site inspection immediately followed the Pre-Bid Conference.

**Notice: Nothing stated at the Pre-Bid conference may change the IFB unless a change is made by the procurement officer by written amendment. This summary does not constitute a written amendment.**